

**STATEMENT OF WORK (SOW)
FOR
SAF/AQ ANALYTICAL AND TECHNICAL SUPPORT PROGRAM**

1.0 INTRODUCTION AND SCOPE.

This Statement of Work (SOW) describes the contractual effort that the Office of the Assistant Secretary for Acquisition (SAF/AQ) requires of a contract for research and analysis of technical problems associated with (a) defining USAF operational requirements; (b) analyzing proposed system changes to improve or upgrade operational capabilities; (c) Programming and budgeting for acquisition systems; and (d) other activities necessary to accomplish the tasks related to research, development and acquisition of military systems. The contractor will service five principal organizations within the Air Staff. The work required is outlined below and is addressed in greater detail in Section 4 of the SOW.

a. Directorate of Special Programs (AQL)

The Directorate of Special Programs evaluates and approves program direction and Policy guidance on assigned programs. Defines characteristics for new systems, subsystems, equipment and equipment modifications. Analyzes proposed technical approaches to satisfying operational needs of Tactical and Strategic Air Forces. Develops cost versus performance trade-offs for the development and acquisition cycle. Selects proposals and advocates best acquisition approach to the Air Staff, Office of the Secretary of Defense (OSD), and Congress. Plans research development efforts for future technological capabilities for improved weapon systems. Develops and produces systems and subsystems for USAF tactical and strategic aircraft. Provides Acquisition Staff (SAF/AQ) technical support for developing systems and subsystems in Concept Exploration, Demonstration/Validation, Full Scale Development, and Production phases of the system life cycle.

b. Directorate of Tactical Programs (AQP)

The Directorate of Tactical Programs evaluates and approves program direction and policy guidance on assigned programs. Defines characteristics for new tactical systems, subsystems, equipment and equipment modifications. Analyzes proposed technical approaches to satisfying operational needs of the Tactical Air Forces. Develops cost versus performance trade-offs for the development and acquisition cycle. Selects proposals and advocates best acquisition approach to the Air Staff, Office of the Secretary of Defense (OSD), and Congress. Plans research and development efforts for future technological capabilities for improved tactical weapon systems and produces systems and subsystems for USAF tactical aircraft. Provides acquisition staff RD&A technical support

for developing tactical systems and subsystems in Concept Exploration, Demonstration/Validation, Full Scale Development, and Production phases of the system life cycle.

Directorate of Strategic, Special Operations Forces and Airlift Programs (AQQ)

The Directorate of Strategic, Special Operations Forces and Airlift Programs functions as the Department of the Air Force FP for program needs expressed in MAJCOM validated Statements of Operational Need (SON) for strategic, Special Operations Forces (SOF), airlift, training, test and evacuation, C3 and surveillance programs. Is responsible for managing, monitoring, advocating, and providing program direction to field commands for strategic, SO, airlift, training, test and evacuation, C3 and surveillance programs from inception through Program Management Responsibility Transfer (PMRT) is responsible for formulating the acquisition strategy and overall program plan, In conjunction with the developing and using commands, for RDT&E programs from Inception through appropriate major milestones. Analyzes SONS provided by using commands and technical approaches provided by developing commands, to satisfy operational needs. Is responsible for assessing cost/performance/risk tradeoffs for the development and acquisition cycle. Selects proposals and advocates best acquisition approach to the Secretary of the Air Force, Air Staff, Office of the Secretary of Defense (OSD), and Congress. Plans research and development efforts for future technological capabilities for new improved weapons systems. is the SAF/AQ contact point for matters concerning analytic and technical support program.

d. Directorate of Space and Strategic Defense Initiative Programs (AQS)

The Directorate of Space and Strategic Defense Initiative Programs Is the Air Force Secretariat OPR for the management of space, strategic communications, and strategic defense related research, development, and acquisition activities. Provides guidance and management direction to major Air Force commands on the research, development, acquisition, and integration of space, strategic communications and strategic defense programs. Provides work package direction equivalent to program management direction for Strategic Defense Initiative (SDI) programs executed by the Air Force. Evaluates and defends space, strategic communication, and strategic defense program budgets to Air Force, OSD, Congress, and other Government agencies as required. Liaisons with other government agencies on Air Force space, strategic communication, and strategic defense programs. Serves as special advisor to the OSD C3 Review Council. Instructs subordinate agencies on development and Interpretation of SDI and space/space-related Policy. Participates in planning groups and special studies and provides an Interface to the Air Force Scientific Advisory Board. Serves as

the single Air Force FP for SDI matters, and Interfaces with the Strategic Defense Initiative Organization (SDIO) in accordance with DOD Directive 5141.5. Administers Air Force responsibilities for DOD Space Launch assigned to the Air Force by DOD Directive 5160.32.

e. Directorate of Planning and integration (AQX)

The Directorate of Planning and integration plans, programs and analyzes all aspects of the acquisition program. Translates and prepares current and future year acquisition requirements into a balanced program that reflects guidance on operational needs, force structure, and funding constraints. Integrates all programs individually managed by other SAF/AQ Directorates to achieve the best Air Force acquisition programs. Develops and implements plans, policies, and procedures related to Air Force RDT&E, missile and aircraft procurement, system acquisition management, budget formulation, and program planning. Evaluates the Air Force research and development program performance in meeting SAF/AQ activities. Serves as the Air Force streamlining advocate for the DOD streamlining initiative. HQ USAF OPR for all Science and Technology (6.1, 6.2, and 6.3a) programs.

2.0 BACKGROUND.

Historically SAF/AQ has utilized contract technical support to accomplish the technical research and analyses upon which its decisions for Air Force weapons systems are based. This contract support produced analyses and recommendations for Air Force decision makers. The analytic and technical support performed under this contract requires a contractor with a broad range of skills and capabilities.

3.0 GENERAL REQUIREMENTS

3.1 Contract Structure.

The Air Force intends to award a Cost-Plus-Fixed-Fee (CPFF) term contract with a maximum limitation of 200 Members of the Technical Staff (MTS) for each 12 months commencing in FY91. The FY 91 contract will be for ten months. Included will be four option years. This approach will allow the Air Force the flexibility of issuing tasking letters as requirements become firm while providing the contractor the stability necessary for the planning and execution of the contract.

3.2 Technical Administration.

This effort is managed at two levels within the Air Staff. Overall program management is vested in SAF/AQQX. This is the single point of contact for issues related to the technical

administration of this contract. The Technical Representative of the Contracting Officer (TRCO) is also located in this office. This office manages the contract, coordinates the effort with all participating divisions, and processes all tasking letters associated with the work described in this SOW (See Section 3.3). Contract direction will come only from the TRCO or from the Contracting Officer located at AFOSR/PK, Bolling AFB. The contracting officer will countersign all TRCO contract directions.

At a more detailed level, individual efforts are overseen by action officers within the individual divisions which sponsor the work. This level originates the detailed guidance in the form of tasking letters, which describes the objectives, schedules, deliverables, and resource at locations that apply to all tasks. These letters will be processed through SAF/AQQ, signed by the TRCO and the Contracting Officer, and then provided to the contractor. Once a task has been given to the contractor through such tasking, the technical review and communication necessary to complete the task will be conducted primarily through the action office.

3.3 Manpower

3.3.1 Definitions

Member of the Technical Staff (MTS) The Air Force has adopted the term MTS to refer to one man-year of professional effort utilizing the types of professional staff skills (technical skills) identified under Section L, paragraph L12. MTS represents the number of on-the-job hours provided by a single professional staff member working full time for one year. The work year consists of 52 weeks at 40 hours in each week. A portion of this total of 2080 hours is allocated to holidays, normal leave, administrative tasks, etc. This amount might typically be 5-10% of the total hours available annually. The balance of the annual hours are available for direct application to a contracted effort. Offerors that require their Professional staff members to work more than 40 hours per week and use an extended work week to calculate hourly costs will define the work year as 52 weeks at the number of hours required per week. The offeror will encounter this term throughout this statement of work.

3.4 Reporting

The Cost Schedule Status Report (CSSR) is a requirement for this contract; however, since the CSSR format is primarily hardware production oriented, the offeror may propose a variation of the CSSR that meets the intent of that format while acknowledging the differences inherent in this contract. For further information on this revised report, see Exhibit A. The objective of the report is to measure the budgeted work scheduled and the budgeted cost of work performed against the actual cost of work performed.

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The result should reflect both cost and schedule variances and should aid the Air Force in assessing its future needs relative to the contract.

The Work Breakdown Structure will reflect the status of each major task in this SOW, i.e., for each division supported, there will be a line entry. As an adjunct to the revised CSSR, the contractor will provide a quarterly status sheet showing, for each Air Force division supported, the total number of man-hours on contract, the man-hours expended during the current period, and the cumulative man-hours expended to date. This status sheet will be considered a part of the CSSR and will parallel the periods reported in the CSSR. The status sheet will show subtotals for major directorates (SAF/AQL), (SAF/AQP), (SAF/AQQ), (SAF/AQS), (SAF/AQT) and (SAF/AQX).

The contractor will deliver copies of the CSSR to both SAF/AQQX and AFOSR. It is permissible, at the contractor's option, to provide aggregated information at the total contract level to AFOSR rather than the divisional breakdown required for the submission made to SAF/AQQX.

3.5 Geographic Considerations.

The work described requires frequent contact between the contractor and government personnel for the purpose of discussing plans, schedules, objectives and changes. Proximity will be required for the purpose of exchanging data and for interpreting source documentation. Each of the organizations serviced by this contract is located in the Pentagon, Washington, DC. For this reason, and the reasons implied in the other sections of this SOW, the contractor will provide the technical support called for in this SOW principally, from a facility within the Washington Metropolitan Area. Management support and at least 80 percent of the professional staff will be located in the Washington area. During normal working hours needed contractor staff members must be able to respond quickly when revised to attend short notice meetings at the Pentagon. The technical proposal must address this requirement in detail. The Washington metropolitan area is defined as including Washington, DC, the Maryland Counties of Montgomery, Prince Georges and Prince Charles, and the Virginia Counties of King George, Stafford, Prince William, Fairfax, Loudon, and Arlington.

It is impossible for the Government to estimate and define with any certainty the extent of contractor transportation costs and per diem that will be required for this contract; but many of the tasks will require travel. To aid in estimating travel costs, recent experience indicates that, the travel required was three trips per MTS provided under the contract. This includes five overseas trips annually. With regard to domestic travel,

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approximately 20% of the travel was to the Los Angeles area, 20% to Ohio, 10% to Massachusetts, 10% to Nebraska, 10% to Colorado, with the remaining travel being of a miscellaneous nature. Estimated travel cost is \$384,000 per year.

3.6 Computer Facilities

The contractor will be required to have computer expertise and facilities to support the tasks described in Section 4. Government Furnished Property (GFP), identified in Section H, from the previous contract will be made available to the successor contractor, if required. Capabilities required include micro-computer applications development, microcomputer software/hardware integration and evaluation, systems modeling, simulation, and processing of multiple types of problems and algorithms. Micro-computer applications development is generally accomplished using data base management languages such as dBase II with some potential for the use of Pascal, BASIC, or other high-level language. Micro-computer applications tend to be information systems oriented. Microcomputer hardware/software integration and evaluation frequently requires "hands-on" testing or prototype installation to determine the feasibility of operation within the SAF/AQ office environment. Modeling and simulation programming capabilities required are principally PL/I, FORTRAN, and BASIC.

The models and simulations required under this contract tend not to require large or complex programs typically associated with large or long term studies; rather, programs that provide reliable approximations in minimum time with sufficient documentation that they can be read and understood by one with limited background and training in computers.

3.7 Conference Facilities

The contractor must furnish conference facilities to support required meetings. The meetings will be at the Secret/Top Secret level, including those that require Sensitive Compartmented Information (SCI) facilities. The conferences will vary from a few key participants to a group requiring a theater-type setting. The full range of audiovisual equipment must be available.

4.0 Tasks

This section discusses the specific tasks that are to be accomplished by the contractor. The SOW is structured such that the tasks reflect work to be done in support of the specific Air Staff divisions. The subtasks reflect further divisions of the work under that level. The subtask required for each division is the anticipated level of effort divided equally among all tasks/subtasks unless otherwise annotated. Specific deliverables and dates will be identified in the task letter. The tasks described in this SOW represent requirements for only the first year.

The tasks are described first generally and then more specifically. This is necessary in order to avoid repeating certain general requirements that are common to all tasks. The contractor must first understand these general common requirements and must then understand the demands of the various discrete tasks. Only by integrating the two will the contractor understand the scope of the tasking in its entirety.

4.1 Tasking Letters

Due to the nature of the missions of the organizations which sponsor work, it is impossible to detail beforehand all of the deliverables, schedules, and each objective of each contemplated effort. Tasking letters will be the devices which actually direct the contractor to initiate an effort and which establish the deliverables required for each task. These letters will contain the detailed information necessary for the contractor to accomplish the work satisfactorily.

4.2 General

This section describes the general nature of the support to be provided to each directorate/division covered under this contract. The work required by each is more specifically defined by representative task orders in Section J of this offering. The contractor will be required to perform research analyses, and assessments, support acquisition related activities on the systems listed and described in each of the task orders and maintain technical cognizance of all aspects of the efforts assigned to each division.

The contractor will develop technical and operational recommendations relative to each division's programs. The contractor will prepare "technology roadmaps" that demonstrate how, when, and at what cost technologies may be integrated into system acquisition plans to meet new and changed requirements. The contractor will provide analyses of existing and future weapons systems and technologies including the trade-offs inherent in any decision made.

Mission area analyses will be performed, requiring measurements and comparisons of current and programmed capabilities with expected threat capabilities and scenarios in an effort to determine and clarify requirements. The contractor will assess the extent to which competing systems appear to meet requirements.

The contractor will be prepared to participate in any part of the system acquisition life cycle process. The contractor must understand the content and provisions of the DOD 5000 series directives/instructions and Air Force governing directives as they relate to AFSARC, DSARC, and program review documentation. in

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addition, the contractor will be required to have expertise in the Program Management Directive (PMD) process, the DOD/Air Force budget process, and Congressional Interface documentation.

The contractor will participate in working groups, meetings, and conferences related to the programs monitored by the divisions sponsoring work under the contract. Participation may include hosting conferences, meetings, and symposia. Facilities and administrative support will be provided when circumstances warrant. Contractor personnel may be required to attend certain technically oriented meetings and reviews. In such cases, the contractor will provide detailed reports, minutes, recommendations, or combinations thereof, if required.

The nature of the work required by all divisions demands that the contractor be capable of quick response to tight deadlines. These deadlines are at times, hours or days from receipt of the tasking. The contractor may be required to analyze position papers, plans, or briefings, or may be required to provide assistance in evaluations of technical problems. During quick response tasking, the contractor will work in close proximity to Air Force personnel.

For each task, the contractor will, to the maximum extent possible, identify any work which may have cross-division impacts or payoff and recommend to the tasking division whether or not such work should be made available to other divisions. The contractor will conduct periodic reviews with the Directors and Division Chiefs to ensure task orders reflect the current priorities.

4.3 Work Plans

The contractor will meet with the chief or representative of each division sponsoring work under this contract to outline the scope of the activities indicated in the tasking letters. This meeting will take place within five working days after the effective date of the contract. Based upon the discussions at that meeting, specific tasking letters which address discrete tasks and provide the detail necessary to describe the work beyond the descriptions of this SOW shall be issued. The TRCO will process and forward these letters to the Contracting Officer for signature.

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DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION			1. THE REQUIREMENTS OF THE JOINT INDUSTRIAL SECURITY MANUAL APPLY TO ALL SECURITY ASPECTS OF THIS EFFORT. THE FACILITY CLEARANCE REQUIRED IS: TOP SECRET		
2. THIS SPECIFICATION IS FOR:		3. CONTRACT NUMBER OR OTHER IDENTIFICATION NUMBER (Prime contracts must be shown here if subcontracts)		4. DATE TO BE COMPLETED (Estimated)	
a. PRIME CONTRACT		b. PRIME CONTRACT NUMBER F49620-91-C-0031		c. DATE 31 Jan 96	
h. SUBCONTRACT (Use item 15 for subcontracting beyond second tier)		i. IR9r TIER SUBCONTRACT NO.		j. DATE	
X c. REQUEST FOR BID, REQUEST FOR PROPOSAL OR REQ FOR QUOTATION		d. IDENTIFICATION NUMBER F4962091R0002		e. DUE DATE 28 Feb 91	
6. Is this a follow-on contract? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No. If YES, complete the following: a. F49620-86-C-0047 b. 28 Feb 91 c. Accountability for classified material on preceding contract PRECEDING CONTRACT NUMBER DATE COMPLETED <input type="checkbox"/> Is <input type="checkbox"/> Is not, transferred to this follow-on contract.					
7a. Name, Address & Zip Code of Prime Contractor N/A		b. FSC Number		c. Name, Address & Zip Code of Cognizant Security Office Defense Investigative Service (DIS) Bldg, #1, 2461 Eisenhower Avenue Alexandria, Virginia 22331	
8a. Name, Address & Zip Code of First Tier Subcontractor N/A		b. FSC Number N/A		c. Name, Address & Zip Code of Cognizant Security Office N/A	
9a. Name, Address & Zip Code of Second Tier Subcontractor, or facility involved with IFB, RFP OR RFQ N/A		b. FSC Number N/A		c. Name, Address & Zip Code of Cognizant Security Office N/A	
* When actual performance is at a location other than that specified, identify the other location in item 15.					
10a. General Identification of the Procurement for which this is P-CIIC=ITOI P-PIC- SAF/AQ Analytic and Technical Support Program				b. DoDAAD Number of Procuring Activity Identified in Item 16d. FQ8671	
c. Are there additional requirements established in accordance with paragraph 1-114 or 1-115, ISR? <input type="checkbox"/> Yes <input type="checkbox"/> No. If YES, identify the pertinent contractual documents in item 15.					
d. Are any elements of this contract outside the inspection responsibility of the cognizant activity office? <input type="checkbox"/> Yes <input type="checkbox"/> No. If YES, SPIdm in item 15 and identify the element or elements.					
II. ACCESS REQUIREMENTS		YES NO		ACCESS REQUIREMENTS (Continued)	
a. Access to Classified Information Only to other contractors/Government officials				j. Access to SENSITIVE COMPARTMENTED INFORMATION.	
b. Receipt of classified documents or other material for reference only (no generation).				k. Access to other Special Access Program Information (Specify in item 15).	
c. Receipt and generation of classified documents or other material.				l. Access to U. S. classified information to the U. S. Panama Canal Zone, Puerto Rico, U. S. Possessions and Trust Territories.	
d. Fabrication/Modification/Storage of classified hardware.				m. Defense Documentation Center or Defense Information Analysis Center Services may be requested.	
e. Graphic arts services only.				n. Classified ADP processing will be involved.	
f. Access to IPO information.				o. REMARKS:	
g. Access to RESTRICTED DATA.				See Item 15.	
h. Access to classified COMSEC information.					
i. Cryptographic Access Authorization required.					
12. Refer all questions pertaining to contract security classification specification to the official named below (NORMALLY, thru ACO (Item 16e)) EMERG ENCY, direct with written record of response to ACO (thru prime contractor for subcontracts).					
1. The classification guidance contained in this publication and attachments referenced herein is complete and adequate.					
2. Typed name, title and signature of project manager or other designated official STEPHEN A. HENRY, Lt Col, USAF Chief, Mgt & Studies Spt Ofc Dir/Strat, SOF, & Airlift Programs Assistant Secretary (Acquisition)			c. Activity name, address, Zip Code, telephone number and office Management and Studies Support Group D/Strat, SOF & Airlift Programs Assistant Secretary (Acquisition)		
NOTE: Original Specification (Item 3a) is authority for contractors to mark classified information. Revised and Final Specifications (Items 3b and c) are authority for contractors to remark the regraded classified information. Such marking by contractors shall be taken in accordance with the provisions of the Industrial Security Manual.					

13.. Information pertaining to classified con projects, even though such information is cor nclassified, shall not be released for public dissemination except as provided by the Industrial Security Manual (per. s-raph 50 and Appendix).

b. Proposed public releases shall be submitted for PPR Ov=I prior to release ☒ Direct ☐ Through (Specify):

(Except that no public release is authorized for Sensitive Compartmented Information)

to the Directorate For Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs) * for review in accordance with paragraph 50 of the Industrial Security Manual.

• In the case of non-DoD User Agencies, see footnote paragraph 50, Industrial Security Manual.

14. Security Classification Specification - for this solicitation/contract are identified below ("X" applicable box(es) and supply each morifa s required). Any narrative or classification guide(c) furnished shall be motsted or have Information ppcndod to clearly and precisely identify each element of information which requires classification. When a classification guide is utilized, that portion of the guide(s) pertaining to the specific contractual effort may be extracted and furnished the contractor. When a total guide(s) is utilized, each individual portion of the guide(s) which pertains to the contractual effort shall be clearly identified in Item 14b. The following information must be provided for each item of classified information identified in an extract or guide:

(f) Category of classification. (11) Date Or event for classification or review for declassification, and (III) The date or event for downgrading (If applicable).

The official named in Item 12b, is responsible for furnishing the contractor copies of 11 guides and changes thereto that are made part of this specification. Classified information may be attached or furnished under separate cover.

☒ A completed narrative is (1) ☒ attached, or (2) ☐ transmitted under separate cover and made part of this specification.

☐ b. The following classification guide(s) is made part of this specification and is (1) ☐ attached, or (2) ☐ transmitted under separate cover. (List guides under Item 15 or in m attachment by title, reference number and date).

☐ c. Service-type contract/subcontract. (Specify instructions in accordance with ISR/ISM, as appropriate.).

☐ d. "X" only if this is a final specification and Item 61S. "NO" answer. In response to the contractor's request dated retention of the identified classified material is authorized for a period of . "

☐ e. An overview of this DO Form 254 is required. If "X'd", provide date such review is due to .

15. Remarks Whenever possible, illustrate proper classification, declassification, and if applicable, downgrading instructions).

11. j. ACCESS TO SENSITIVE COMPARTMENTED INFORMATION

Contractor will require a SCIF at its prime management facility.

15. a. CONTRACTING OFFICER'S AUTHORIZED REPRESENTATIVE

(See page 3)

15. b. SECURITY PROCEDURES FOR INTELLIGENCE INFORMATION

(See page 4).

15. c. SECURITY PROCEDURES FOR SENSITIVE COMPARTMENTED INFORMATION (SCI)

(See page 5)

15. d. SECURITY REQUIREMENTS FOR SECURE VOICE TELECOMMUNICATIONS This contract requires the securing of classified information by employing secure voice telecommunications between the Contractor and the SAF/AQ program offices. The Contractor is authorized to procure COMSEC " equipment and services directly from COMSEC vendors identified by NSA.

16a. Contract Security Classification Specifications for Subcontracts issuing from this contract will be approved by the Office named in Item 16b below, or by the prime contractor, as authorized. This Contract Security Classification Specification and attachments referenced herein are approved by the User Agency Contracting Officer or his Representative named in Item 16b below.

REQUIRED DISTRIBUTION:

- ☐ Prime Contractor (Item 7a)
☐ Cognizant Security Office (Item 7c)
☐ Administrative Contracting Office (Item 16a)
☐ Quality Assurance Representative
☐ Subcontractor (Item 8a)
☐ Cognizant Security Office (Item 8c)
☐ Program/Project Manager (Item 12b)
☐ U. S. Activity Responsible for Overseas Security Administration

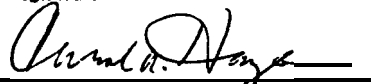
Additional DISTRIBUTION:

- ☒ AF/INS
☒ SAF/AQE (via SAF/AQOX, HQ AFSC/SPI)
☐

b. Typed name and title of approving official

CAROL A. HAYES
Contracting Officer

c. Signature

 90 Sep 27

d. Approving official's activity address and Zip Code

Air Force Office of Scientific Research
Building 410
Boiling APB, DC 20332

e. Name, address and Zip Code of Administrative Contracting Office

DCASMA Baltimore
DCASR-Philadelphia
200 Towsontown Blvd, Towson, MD 21204

Item 15.a CONTRACTING OFFICER'S AUTHORIZED REPRESENTATIVE

The Sponsoring Agency Program Monitor is designated to function as the Contracting Officer's Authorized Representative for all security matters, except those relating to SENSITIVE COMPARTMENTED INFORMATION (SCI) (see paragraph 15.c continuation on page 5). The contractor shall refer to the appropriate Program Monitor directly, matters including:

1. Certification of Defense Technical Information Center Field of Interest Registry (DTICFOIR) and need-to-know for the acquisition of reference materials classified through TOP SECRET and for Special Access Programs, such as Critical Nuclear Weapons Design Information (CNWDI), and for International Pact Organization (IPO) information, such as NATO.
2. Requests for Intelligence materials except SCI (see paragraph 15.b. continuation on page 4).
3. Disclosure authorizations and visit clearance approvals.
4. Security Classification guidance, authorization of tentative classifications assigned by the Contractor, approval of technical document distribution statements and disposition (including downgrading/declassification review instructions) for all reports, data and other information developed and/or ascertained by the Contractor under this contract.
5. Authorizations for the retention of classified materials.
6. Special procedures and office instructions covering classified visits, project assignments, and documentation and dissemination of results of work under this contract.
7. The obtaining and furnishing to the Contractor of Security Classification Guides for specific programs as needed for conduct of the work.

Item 15.b. SECURITY PROCEDURES FOR INTELLIGENCE INFORMATION
(Defense Intelligence Agency Regulation (DIAR) 50-1)

1. The Contractor must maintain accountability for all classified foreign Intelligence (including CONFIDENTIAL INFORMATION) released in his custody under DIAR 50-1 and Air Force Regulation (AFR) 205-2.

2. The Contractor must not reproduce classified foreign intelligence without the written permission of the releasing agency. If permission is granted, each copy will be controlled in the same manner as the original.

3. The Contractor must not destroy any classified foreign intelligence (including CONFIDENTIAL) without advance approval of the releasing agency.

4. The Contractor must restrict access to only those individuals who possess the necessary security clearance and who are actually providing services under the contract. Further dissemination to other contractors, subcontractors, and other government agencies, private individuals or organizations is prohibited unless authorized in writing by the releasing agency.

5. Classified foreign Intelligence material must not be released to foreign nations or immigrants whether or not they are also consultants, U.S. contractors or employees of the contractor, and regardless of the level of their security clearance, except with advance written permission from the originator.

6. The Contractor must insure that each employee having access to classified foreign intelligence material is fully aware of the special security requirements for this material and will maintain records in a manner that will permit the contractor to furnish on demand the names of individuals who have had access to this material in their custody.

Item 15.c. SECURITY PROCEDURES FOR SENSITIVE COMPARTMENTED INFORMATION

1. This contract requires access to SCI. THE SAF/AQ Management Secretariat (SAF/AQE), Room 4E-343, the Pentagon, Washington, D.C. 20330, has exclusive security responsibility for all SCI classified material released to or developed under the contract held within the Contractor's Sensitive Compartmented Information Facility (SCIF). The Defense investigative Service is relieved of security/inspection responsibility for all SCI material .
2. The Contractor's access to SCI will be controlled by SAF/AQE in accordance with governing directives and WI 1 i be granted only after certification of "need-to-know" by the appropriate SAF/AQ sponsoring activity. Custody and storage of SCI at the Contractors SCIF will be under the provisions of DIAM 50-5. HQ USAF/INS WI 1 i exercise security cognizance over the Special Security Office (SSO) operations of the SCIF.
3. The Contractor will submit to HQ USAF/INS via SAF/AQQX for approval by appropriate SAF/AQ sponsor(s), the names of his personnel who require access to SCI, along with a Special Background Investigation package in accordance with the Department of Defense Industrial Security manual and other pertinent directives.
4. The Contractor will submit to SAF/AQE a Standard Practice Procedure governing SCI operations at facilities. An info copy will be provided to HQ USAF/INS for file.
5. SCi material will be transmitted via an approved sealed pouch following approved procedures as outlined in the security guidance regulations provided.

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REQUIREMENTS OF 5 U.S.C. 552(b)(4)

A2.1. The Freedom of Information Act (**FOIA**) requires Federal agencies to provide their records, except those specifically exempted, for the public to inspect and copy.

A2.2. Section(b) of the Act lists nine” exemptions that are “the only basis for withholding records from the public.

A2.3. In this case, the fourth exemption, 5 U. S. C.(b)(4), may apply to records or information the Air Force maintains. Under this exemption, agencies may withhold trade secrets and commercial or financial information they obtained from a person or organization outside the government which is privilege or confidential.

A2.4. This generally includes information provided and received with the understanding that it will be kept privileged or confidential.

A2.5. Commercial or financial matter is “confidential” and exempt if its release will probably:
Impair the Government’s ability to obtain necessary information in the future.
Substantially harm the source’s competitive position or impair some other legitimate Government interest.

A2.6. The exemption maybe used to help the source when public disclosure will probably cause substantial harm to its “competitive position. Examples of information that may qualify for this exemption include:

- Commercial or financial information received in confidence with loans, bids, contracts, or proposals, as well as other information received in confidence or privileged, such as trade secrets, inventions, discoveries, or other proprietary data.
- Statistical data and commercial or financial information concerning contract performance, income, profits, losses and expenditures, offered and received in confidence from a contractor or potential contractor.
- Personal statements given during inspections, investigations, or audits, received and kept in confidence because they reveal trade secrets or commercial or financial information, normally considered confidential or privileged.
- Financial data that private employers give in confidence or local wage surveys used to set and adjust pay schedules for the prevailing wage rate of DoD employees.
- Information about scientific and manufacturing processes or developments that is technical or scientific or other information submitted with a research grant application, or with a report while research is in progress.
- Technical or scientific data a contractor or subcontractor develops entirely at private expense, and technical or scientific data developed partly with Federal funds and partly with private funds, in which the contractor or subcontractor retains legitimate propriety interests per **10 U.S.C. 2320-2321** and DoD Federal Acquisition Regulation Supplement (**DFARS**), chapter 2 of 48 **CFR** 227.4.
- Computer software copyrighted under the Copyright Act of 1976 (**17 U.S.C. 106**), the disclosure of which would adversely impact its potential market value.

A2.7. If release of the subject material would prejudice your commercial interests, give detailed written reasons that identify the specific information and the competitive harm it will cause to you, your organization, or your business. The Act requires we provide any reasonably segregable part of a record after deleting exempt parts. So, tell us if deleting key words or phrases would adequately protect your interests.

A2.8. If you do not prove the probability of substantial harm to your competitive position or other commercial interests, we may be required to release the information. Records qualify for protections case by case.